**OFFICERS:**  Nanette Founds, President, Barbara Torres, Treasurer; Claudia Barreto, Secretary; Phyllis Baca, President-Elect

**Saturday, August 9th, 2014, 10:00am**

**University of New Mexico, Math and Science Learning Center, Rm 124 and via**

**GoToMeeting**

**Attendees:** Karen Agogino, Phyllis Baca, Jeanne Banks, Claudia Barreto, Cheri Burch, Lisa Chappa, Nanette Founds, Tinka Gammel, Barbara Torres,

**Proxy:** Yolanda King and Laurie Marnell to Claudia Barreto

**TOPIC PRESENTER**

**Call to Order Nanette Founds**

10:10 AM

**Secretary’s Report Claudia Barreto**We’re missing the Feb minutes. Whoever has them should get them to Tinka Gammel to be posted on the webage. We need to include a statement for signature authority for our bank account in the Annual Meeting Minutes.

**Treasurer’s Report Barbara Torres**

The balance as of July statement was $5,550.87. We have outstanding Science Fair Award checks from 2012 & 2013. We voted to add that money back into the balance.

We need to form an Audit Committee. Barbara Torres will have the form ready for the committee.

Budget guidance: Barbara asked for input on the budget categories; should would like suggestions on which line-items should be included, added, &/or removed.

For the individual EYH conferences, there is a category in the budget called “seed money”; we supply bags, insurance, etc., so it seems too much to also supply the $600 as well; although this is called “seed money” it is not paid back. Possibly, we could go back to the idea for *real* “seed money.”

**Reports from Standing Committee Chairs:**

**Annual Meeting Chair ------------------------------------------------------------------Yolanda King**Cheri Burch confirmed that we have a contract with the Plaza Hotel. The final cost of the meeting has not yet been determined. We need to organize the technical sessions. It was suggested that we also organize focus-group discussions for like minds (“birds of a feather”) to have the opportunity to get together. *We need to get this finalized now so we can get the announcement and registration forms mailed out and posted before the end of the month*.

The Annual Meeting draft webpages and flyers are awaiting final updates and preliminary approval from the AM committee before passing on to full board for review

**Communications ------------------------------------------------------------------------- Tinka Gammel**

Annual Mailing/Newsletter:

* Mass mailing scheduled to go out late Aug/early Sep.
* Karen Agogino is on top of generating mailing labels.
* AM and IMPACT! flyer drafts for mailing on track re above
* *ARTICLES FOR FALL NEWSLETTER NEEDED!*

NMNWSE Careers Book:

The initial mock-up of “small screen device” look from Tinka Gammel’s niece, Joanna can be viewed at <http://nmnwse.org/careers/beta/mock-up.jpg>

* It looks GREAT! We decided to keep our logo (drop the diamond careers logo)
* The next step is for Joanna to provide templates and we (meaning Tinka) will convert current webpages to the new template. *Does anyone have a student/intern who might be willing to take this off Tinka’s hands?*

**Membership ----------------------------------------------------------------------------- Karen Agogino**
We need to discuss recruiting more members at the October meeting. Karen, Nan, and Dana are working on, a new form. Renewal/invitation to join letters will be mailed to: current members, people who had been members in the last 3 years, IMPACT! Award nominators, and EYH presenters. We decided that Lisa Chappa’s (Carlsbad EYH Chair) Aug 1 membership shoudl also be carried over for 2014-15.

**IMPACT! Award ------------------------------------------------------------------------------- Tinka/Phyllis**

IMPACT! Award materials have been updated and are posted on our webpage. We have two people interested in submitting new nominations. *Phyllis is willing to take on publicity and checking with past nominators to make sure the old nominations are still active.*

**Fundraising ----------------------------------------------------------------------------------- Rebecca Galves**

We need to coordinate fundraising with EYH Chairs.

*We need to raise more money.*

**Policies and Procedures ------------------------------------------------------------------- Jeanne Banks**Barbara Torres, Jeanne Banks, & Cheri Burch are working on an updated document to be distributed to members, prior to the AM, so we can discuss updates/revisions at the October meeting.

**Publicity/Outreach ------------------------------------------------------------------------- Vacant**

**Student Awards ----------------------------------------------------------------------------- Mercedes Agogino

Elections -------------------------------------------------------------------------------------- Yolanda King

NM Girls Collaborative Liaison --------------------------------------------------------- Cheri Burch**Half of the attendees for the AAUW Tech Trek! Science & Math Camp for 7th grade girls were from ABQ area. Cheri Burch has their names and addresses so we can send them NMNWSE information. We want include them in our future events. All applicants were interviewed at the Girl Scout office.

**Expanding Your Horizons:**We had an on-line (“Go to Meeting”) discussion with the EYH Chairs.

**Tote Bags:** We looked at the 2 options for tote bags. We need to get the order in right away because they are paid for by a STEM grant and the monies need to be spent now. We need an invoice by next week! We like the larger tote in “light blue” (if his color is close to our brand). Tinka Gammel will work with Black Duck to finalize the order.

**Careers Book Medium**: Thumb drives are the best option, but prohibitively expensive. It was suggested that we have the Careers Book on the web page and some “goody” included in the tote bag (pen, magnet, etc.) with the URL to direct the attendees to the book.

**Fundraising**: To be discussed in a subsequent meeting.

**Marketing & Connecting with Teachers**: It was suggested that we have a workshop for teachers at each EYH. There may be professional development funds available for teachers to attend. We plan to connect with NM Science Teachers & NM Math Teachers Associations. They may want to have tables at the EYHs or participate in some way.

*Another “Go to Meeting” will be scheduled for later this month, just for EYH chairs. It was suggested that this might be based out of Kelly’s office.*

**EYH and supplies:**

* Send EYH conference updates for main EYH webpage to Tinka as they come aviable.
* EYH Carlsbad web page has been drafted and is awaiting Carlsbad approval (Lisa
* Chappa).
* Iron-on wash report for adding B&W logo to 2013 totes is that the glue holds up to about 4 washing & dryings (on cotton settings!) before peeling off, with the color not too badly faded. This is acceptable as we generally don’t expect them to be washed.

**State ------------------------------------------------------------------------------------------Rebecca Galves**

**Unable to participate due to family emergency.**

**Central ----------------------------------------------------------------------------------------- Kelly Collins**

At UNM in Mitchel Hall.

**Los Alamos ……………………………………………………………………………………………….. Jan Frigo**

= Santa Fe spring,

**Santa Fe …………………………………………………………………………………………………….. Lina Germann**

= Santa Fe-fall,

**Silver City ------------------------------------------------------------------------------------ Adrienne Dare**

**Las Cruces ----------------------------------------------------------------------------------- Becca Galves**

**Carlsbad ………………………………………………….…………………………………….………….. Lisa Chappa**

October 25, at MNSU carsbad campus, grades 6-10.

**Chapter Reports:**

**Central Chapter --------------------------------------------------------------------------- Jeanne Banks**There have been a series of meetings over the summer with great presentations. They will be continued for every third Wednesday.

**Northern ----------------------------------------------------------------------------------- Emily Schultz-Fellenz**No report

**Southern** ----------------------------------------------------------------------------------- **Becca Galves**
No report

**ACTION ITEMS:**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Item | Responsible | Status |
| 08.09.14 | Another meeting will be scheduled for later in August, just for EYH chairs.  | Becca & Phyllis | Open |
| 08.09.14 | An invoice for the toes need to be givne to Phyllis by next week | Tinka | Open |
| 08.09.14 | Budget guidance | Board | Open |
| 08.09.14 | Moving post office box | Board | Open |
| 08.09.14 | Submit articles for Newsletter NOW! | Everyone | Open |

**Next Board Meetings** October 19th at 8:30 am.

**Adjourned:** 12:10 pm